

Jerome Delvin, *District 1*
Shon Small, *District 2*
James Beaver, *District 3*



Loretta Smith Kelty
Interim County Administrator

Board of County Commissioners

October 22, 2019

Sheriff Jerry Hatcher
7122 W. Okanogan Pl., Bldg. B
Kennewick, WA 99336

Re: Resulting Impacts to Your Office of Transfer of Jail Control

Dear Sheriff Hatcher,

Today the Board of Commissioners voted to create a Benton County Corrections Department and assume control of the Benton County Jail, effective 12:01 a.m. on October 23, 2019. Enclosed is a copy of the resolution and attached USB drive containing all the documents adopted by and incorporated into the resolution.

As you will note from Exhibit "4" to the resolution creating a Department of Corrections as provided for under RCW 70.48.090(4) (the organizational chart of the Corrections Department), Commander Tom Croskrey is no longer the Commander in charge of the department. He had previously informed Commissioner Delvin that he was not interested in that position. Instead, we have offered Scott Souza the position of Corrections Department Commander, and he will be in charge of the jail and reporting directly to the Benton County Administrator.

Josh Shelton is being offered the position of Jail Captain. Unless Mr. Souza or Mr. Shelton decline our offers, we will consider them employees of the Corrections Department, as outlined above, effective October 23rd.

With our decision, unfortunately Commander Croskrey will no longer be employed by Benton County effective October 23, 2019, unless and until you offer him a position within the Benton County Sheriff's Office. Note, effective October 23, 2019, your office will only have two authorized Commander positions, so if you want to retain Commander Croskrey you will need to determine what position and line item he will be assigned to and what you want to do with the person currently in that position, unless it is currently vacant. Please fill out the appropriate Personnel Action Forms (PAFs) and submit to the County Auditor's Office to reflect any decisions you make in this regard.

We also appreciate that you have five employees that, while they are paid solely out of your Patrol/Admin budget or the Jail budget, actually have been performing tasks for both Patrol and the Jail. As of October 23, 2019, all employees paid solely out of the Jail budget will be Corrections Department employees, including the Procurement/Contract Coordinator, and the Administrative Clerk (position #1867). The three employees paid solely from your Patrol/Admin budget that have been handling work

responsibilities on both the Patrol side and the Jail side will remain your employees. These positions are Chief Financial Officer, Records Clerk, and Administrative Clerk (position #1373).

There are two positions that are paid from both budgets. You have one Deputy Detective (position #1913) paid 50/50 from each budget. You also have the Security Supervisor paid 25% from the Jail budget and 75% from the Patrol budget, who is in the union with Correctional Corporals and Sergeants. We will be passing resolutions to make the line item transfers so that the Deputy Detective wages and benefits will be funded by your budget and under your command, and the Security Supervisor wages and benefits will be funded by the Jail budget and under the Corrections Department. If you have questions or concerns about this decision, please contact us. We are willing to discuss the future of those two positions with your further.

Based on the number of employees previously under your supervision, you have had six positions exempt from Civil Service regulation. However, with the Board's action to assume the jail staff, you will now only be entitled under RCW 41.14.070 to have five positions exempt from Civil Service regulation. Two of the positions that we understand you have considered exempt are the Jail Commander and Jail Captain positions. As those positions will no longer be under your control as of October 23, 2019, we understand as of that date you will only have four positions in your office that you have been considering as exempt.

Currently, we are unaware of any document from you expressly specifying which positions you consider exempt. Also, we assume you will want to designate a fifth position as exempt. Consequently, please copy us on your letter to the Civil Service Commission in which you notify them of the positions that you want to designate as exempt commencing October 23, 2019, pursuant to RCW 41.14.070(2).

Should you have any questions concerning any of this, please contact the County Administrator, Loretta Smith Kelty, or her designee.

Sincerely,

BOARD OF BENTON COUNTY COMMISSIONERS

Shon Small, Chairman

James Beaver, Member

Jerome Delvin, Member

Cc: Commander Croskrey
Commander Law
Commander Caughey